

# STAFF VACANCY ANNOUNCEMENT

## MAR COMMAND CHIEF

### **DUTIES AND RESPONSIBILITIES:**

This critical position serves as the Senior Enlisted Leader for the Region, and as the principal noncommissioned advisor to the Region Commander and Command Staff.

- Serves as the Region Commander's Senior Enlisted Advisor
- Participates in the decision-making process, as appropriate, on technical, operational, and organizational issues.
- Advises the Region Commander for dress and personal appearance items affecting CAP members and specifically NCOs.
- Serves as a representative of the Region Commander.
- Participates on the CAP NCO Corps Committee.
- Serves on award and recognition selection committees.
- Encourages recognition of deserving CAP NCO members during annual functions.
- Encourages NCO mentorship of cadets and junior officer CAP members
- Encourages the recruitment of enlisted service members currently serving or retired from military service for CAP membership.

### **POSITION REQUIREMENTS:**

#### **Required Qualifications:**

- CAP SMSgt (or capable of direct NCO appointment)
- Completion of at least Level 2 in the CAP Education & Training Program
- Current/Former Group NCO Advisor (or above)
- 5+ years CAP membership
- Demonstrated history of successful leadership

#### **Preferred Qualifications:**

- CAP CMSgt
- Level 5 Completion
- Current/Former Wing Command Chief/NCO
- 10+ years CAP membership
- Demonstrated experience in Cadet Programs, Emergency Services, and Aerospace Education
- Demonstrated history of highly successful CAP and/or military leadership

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- Military Experience - Current/Former First Sergeant (USAF, USSF, USA, USMC); Chief of the Boat (USN); Command Chief Master Sergeant (USAF); Command Sergeant Major (USA); Sergeant Major (USMC); Command Master Chief Petty Officer (USN/USCG)

## ASSIGNMENT REQUIREMENTS

- Unit Assignment – MAR HQ (mar-mar-001)
- Is this a primary duty – YES, no other duty assignments below NHQ level permitted.

## APPLICATION AND SELECTION PROCESS:

- Application Process - Submit email letter of intent with a CAP Resume of relevant experience and a resume of any relevant outside experience, including military.
- Selection Process –
  - Applications will be reviewed by a panel. The applications of those most qualified will be passed to the Region Commander.
  - Selection will be made by the Region Commander after an interview of the most qualified candidates.

## DUE DATE:

28 Jan 2022

## PREPARED BY:

Col. James Covell, CS

MID-ATLANTIC REGION